



Eau Claire City - County Health Department

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April 24, 2013 Board of Health Meeting County Courthouse, Room G-302

The Board of Health convened in open session at 5:15 p.m.
The meeting was called to order by John Paddock.

Board Members Present

Quorum is reached
John Paddock
Gerald Wilkie
Elizabeth Spencer
Kathy Mitchell
Merrey Price
William Bethke-arrived 5:20 pm

Board Members Absent:

Michael Murray
Donald Bodeau

Staff Members Present:

Elizabeth Giese
Kitty Rahl
Jeff Cipriano
Courtney Johnson
KT Gallagher
Jeff Cipriano
Gina Holt-recorder

Guests:

Jacqueline Krumenauer
Kristine Radtke

Request to pull items from the Consent Agenda:

- Item 3.D Approval of DATCP contract pulled from Consent Agenda and moved to Business Item

Agenda Revisions:

- Item 5.A Initial input from the Board of Health for proposed 2014 budget requested to be moved after 5.B Fiscal Update 2013 year end report

Public Comment: No public comments

Consent Agenda

- Approval of minutes from April 3, 2013 meeting
- Director/Health Officer Report
- Approval of ASAP donations

Motion to Approve: Kathy Mitchell

2nd Motion: Gerald Wilkie

Motion Carried: Yes (Unanimous Vote)

Business Item

- Approve Temporary License permitting fee

- KT Gallagher and Courtney Johnson presented the Temporary License permitting fee information to the Board of Health
- Discussion regarding the reimbursement from the city for the services of the Health Department

Motion to Approve: Gerald Wilkie

2nd Motion: Kathy Mitchell

Motion Carried: Yes (Unanimous Vote)

- Resolution Urging Wisconsin To Use Federal Medicaid Funding to Improve Badger Care

- Gerald Wilkie presented the Resolution "Urging Wisconsin to Use Federal Medicaid Funding to Improve Badger Care"
- The Board of Health requested Elizabeth Giese to draft a letter stating that the Board supports the Resolution "Urging Wisconsin to Use Federal Medicaid Funding to Improve Badger Care" and to describe the impact to the Health Department.

Motion to Approve: Kathy Mitchell

2nd Motion: Elizabeth Spencer

Motion Carried: Yes (Unanimous Vote)

- Resolution Dave Kragness commendation

Motion to Approve: Kathy Mitchell

2nd Motion: Elizabeth Spencer

Motion Carried: Yes (Unanimous Vote)

d. Approval of DATCP contract

- DATCP contract is renewal of ongoing contract for agent services.

Motion to Approve: Elizabeth Spencer

2nd Motion: Merey Price

Motion Carried: Yes (Unanimous Vote)

Other information items from staff for the Board

a. Initial input from the Board of Health for proposed 2014 budget

- Elizabeth Giese presented the board with timeline for preparing the 2014 budget
- A more in depth discussion on the 2014 budget to be discussed at the May 2013 Board Of Health Meeting

b. Fiscal update-2012 year-end report- Jeff Cipriano

- Jeff Cipriano presented the board with a 2013 Fiscal Update and Year to Date report
- The Board expressed appreciation for the clarity in which the information was presented
- There is a discussion regarding the fund balance and need for clarity on designated funds.
- Any budget changes need to be approved by the Board of Health
- Jeff Cipriano summarized what each line number represents on the MUNIS YTD Revenue and Expense Summary Report
- The Board expressed that it would be helpful to note how such items including the change in population, increase in life expectancy, and changes to poverty level, have increased the demand of services for the Eau Claire City County Health Department as part of the budget discussion.

c. Construction costs update

- Discussions continue with the city and county regarding construction costs

d. Update on Compensation study

- A group of Health Department staff members and supervisors has been formed to discuss personnel policies and compensation.
- The WFLI report should be available at the end of next week. (5/3/13) This will be an executive summary of the full report that was previously submitted. Report will be shared with the BOH in May.

e. Correspondence/Media

Board member informational items

a. Discussion about the Responsibilities of Board Members

- The Board reviewed NALBOH's information regarding responsibilities of board members
- The Board discussed how they would like to be presented information regarding such issues as the employee handbook. The Board suggested that Elizabeth Giese presents a list of items to be updated from the handbook and then create a draft on how to move forward with any changes.
- Liz Spencer volunteered to work with Elizabeth Giese to create orientation materials for new Board of Health members.

b. Board communication policy review

- The Board discussed the media and public relation roles
- A proposed repeal to the current Media and Public Relations' policy will be presented at the May 15th meeting

c. Discussion about planning long-term Board strategy session

- Elizabeth Giese will try to arrange a meeting date with the Board Members in early summer.
- The meeting will be publicly noticed and will be in open session

d. Update on City Health Chapter of the Comprehensive Plan

- Kathy Mitchell updated the Board of Health on the Comprehensive Plan and explained that it is currently still in draft format

e. Update on supporting "The President's Plan to Protect our Children and our Communities" Gun Violence resolution

- Gerald Wilkie thanked the Board of Health for supporting the Gun Violence resolution

Requests from Board members for future agenda items to be given consideration

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|------------------------------------|---------------------------------------------------------------|
| • Fund balance | • WFLI Compensation Report |
| • Media and Public Relation Policy | • Public concern regarding noise from increased train traffic |

Next Board of Health Meeting – May 15, 2013

Meeting Adjourned at 7:15 pm by John Paddock